



# EQUALITY AND DIVERSITY POLICY

2016

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## **1. POLICY STATEMENT**

1.1 Daisi believes that “equality and diversity” means providing the opportunity for inclusion of all individuals, irrespective of their gender, family circumstances, marital status, race, ethnic origin, culture, religious belief, social circumstances, physical and intellectual ability, political beliefs, age or sexual orientation.

## **2. PURPOSE OF THE EQUALITY AND DIVERSITY POLICY**

2.1 Daisi will actively promote equality and diversity in the way that we build relationships and we aim to address and increase the understanding and quality of relationships amongst all of those involved in Daisi activities – children and young people, teachers, governors, artists and others in the arts and education sectors.

2.2 By creating a culture that respects and values differences in other people, Daisi will improve its ability to meet the needs of those using and enjoying its range of arts projects and experiences.

## **3. CONTENT OF POLICY**

3.1. The Daisi Equality and Diversity policy’s Code of Practice is divided into the following headings:

- i) Physical Environment (buildings and venues)
- ii) Programme (projects)
- iii) People
- iv) Discrimination and Appeals Processes
- v) Monitoring and implementation
- vi) Staff and volunteers
- vii) Participants

3.2. Daisi staff are involved in the day-to-day implementation of this policy with ultimate responsibility for the policy resting with Daisi’s trustees. The policy will be monitored and reviewed annually by Daisi’s trustees and targets for change will be set where a need is identified.

## **4. PHYSICAL ENVIRONMENT**

4.1. While recognising that Daisi does not have ownership of the venues in which its activities are carried out, Daisi will so far as possible ensure that activities to which the public are invited will take place in venues that are fully accessible to all members of the public.

4.2. Relevant elements of the Daisi newsletter and publicity related to Daisi activities will be made available in large print or audio form if requested.

4.3. As the arts education organisation working primarily but not exclusively across Devon and Torbay, Daisi's activities will usually take place across this geographical region. Daisi will aim to provide equality of access to participation across the region and across a broad spread of activities. In particular, Daisi will always take into account the differing needs of urban and rural areas.

## **5. PROGRAMME**

5.1. Daisi will seek to plan as broad and diverse a programme as possible and aim for a balance in activities when planning projects.

5.2. Daisi will actively aim to encourage/enable people with disabilities to become involved in Daisi activities.

## **6. PEOPLE**

6.1. Daisi will always act in accordance with relevant equality and discrimination laws and will not discriminate against any individual as outlined in this policy's opening statement. However, there may be occasions where in pursuance of a particular aim Daisi wishes to legitimately recruit a person with a certain characteristic. This might include the recruitment of a disabled artist to assist with a particular project including an objective to improve disability awareness.

6.2. This policy supports the constitutional fact that Daisi is used by and works in partnership with a wide range of artists, teachers and governors; we aim to maintain and build upon this partnership in the future.

6.3. Recruitment of staff, artists and volunteers will be monitored via an equal opportunities monitoring form (which will be automatically issued with all application or registration forms) to ensure no discrimination is occurring at the point of selection.

6.4. Daisi will provide Equality and Diversity training for staff, artists and trustees at induction or where a need is identified.

## **7. DISCRIMINATION AND APPEALS PROCESS**

7.1. Any complaints about discrimination, or appeals about employment or selection issues, should be addressed to the Chair of the Board of trustees. The complaint will go through the process outlined in Daisi's Contact and Support Procedure.

## **8. MONITORING AND IMPLEMENTATION OF THE POLICY**

8.1. As highlighted above, this policy is the responsibility of the trustees. The policy will be implemented through day-to-day practice and to achieve this staff, volunteers, artists and trustees will be provided with a copy of this policy at the earliest opportunity when they first work with Daisi, together with any updated guidance that may be prepared by Daisi from time-to-time.

## **9. STAFF AND VOLUNTEERS**

9.1. Daisi promises to staff and volunteers:

- i) a safe, welcoming and inclusive workplace culture, where individuals are valued, respected and listened to

9.2. What Daisi expects from the people who work for us:

- i) to recognise and challenge all forms of discrimination and prejudice in the workplace
- ii) to treat colleagues, participants and work partners with respect, dignity and fairness and to acknowledge and celebrate diversity with them
- iii) to listen to the variety of views and opinions of others, but to constructively challenge those who express views and opinions which may show a lack of respect, sensitivity or regard to others

## **10. PARTICIPANTS**

10.1. Daisi promises participants in its activities:

- i) a welcoming and safe atmosphere in all our projects and services
- ii) sensitivity and understanding when exploring or addressing difficult or challenging issues, that may be linked to someone's race, gender, gender identity, age, disability, religion or belief, culture, sexual orientation, community background, health or well being
- iii) staff that show respect, who recognise and value people as individuals and who listen to and learn from their views

## DOCUMENT CONTROL SHEET

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Director

Date:

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Chair of trustees

Date: